<u>January 2008</u>					
<u>Date</u>	<u>Title</u>	<u>Location</u>	Time	<u>Length</u>	Instructor
January 3	Cultural Awareness	Human Resources	8:00	4 Hours	Ardella Bearden
January 3	Performance Evaluation	Human Resources	12:30	4 Hours	Toni Bradley
January 3 - 4	Introduction to Management	Training Academy	8:00	16 Hours	Sherman/Beaumon
January 4	Sexual Harassment/Sexual Misconduct	Training Academy	8:00	5 Hours	Sherman/Beaumont
January 4	Structured Interviewing	Human Resources	8:00	4 Hours	Pam Wilson
January 9	Eomis Training - Security	Human Resources	8:00	4 Hours	Joyce Taylor
January 10	Advanced e-OMIS Security	Human Resources	8:00	4 Hours	Joyce Taylor
January 10	Fair Labor Standards Act	Human Resources	8:00	4 Hours	Pam Riegler
January 15	Using Microsoft Word	Human Resources	8:00	4 Hours	Cindy Windle
January 17	Identity Theft	Training Academy	8:00	4 Hours	William Beaumont
January 17	Introduction to Computers and Internet Navigation	Human Resources	8:00	4 Hours	Jocelyn Hamby
January 18	Interpersonal Communications	Training Academy	8:00	8 Hours	Sherman/Beaumon
January 23	Administering Discipline	Training Academy	8:00	4 Hours	Tommy Rochelle
January 23	Performance Evaluation	Training Academy	12:30	4 Hours	Tommy Rochelle
January 24	Basic Microsoft Power Point	Human Resources	8:00	4 Hours	Sonia Wallace
January 24	Eomis Training - Security	Human Resources	8:00	4 Hours	Joyce Taylor
January 24 - 25	Management Effectiveness	Training Academy	8:00	16 Hours	Sherman/Beaumont
January 24-25	The Human Element	Training Academy	8:30	14 Hours	Jackie Moore
January 29	Inmate Profiles	Training Academy	8:00	4 Hours	Tommy Rochelle
January 30	Eomis Training - Basic	Human Resources	8:00	4 Hours	Joyce Taylor
January 31	Grievance Prevention and Handling	Human Resources	8:00	5 Hours	Tracey Robertson
Open Enrollment	Additional Training				
Spen Emonnent	Advanced Drivers Techniques - As scheduled by your Unit Trainer	Unit			Roland Robinson
	Advanced brivers recrimques - As scheduled by your orne trainer	Onit			Rolana Robinson
Open Enrollment	National Institute of Corrections	National Institute		Varied	
Open Emoninent	Internet Based e-Learning Classes	of Corrections		Varieu	Self-Paced
	Contact your Unit Trainer for information	or corrections			Och-i acea
	Contact your Cint Trainer for information				
his monthly traini	ng schedule does not reflect all training opportunities	available in the Depart	rtment c	of Correctio	n.
Your unit trainer ha	as information for classes with Criminal Justice Institu	ite, Inter Agency and E	:-Learni	ing	